

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

REVISED

27

July 8, 2003

**FROM: JAMES A. FELTEN**, Public Health Programs Administrator  
Department of Public Health

**SUBJECT: AMENDMENTS TO CONTRACTS PROVIDING CARE AND SUPPORT  
SERVICES TO PERSONS LIVING WITH HIV/AIDS**

**RECOMMENDATIONS:** Approve amendments to County contracts as indicated below in the amount of \$1,773,754 for a total contract amount of **\$9,405,913** for the provision of HIV/AIDS care and support services under the Ryan White Comprehensive AIDS Resources Act for the period July 1, 2003 through February 28, 2004.

<b>Agency</b>	<b>Prior Contract Period Amount (16 months)</b>	<b>Proposed (PY) 2003-04 Increase</b>	<b>Amended Contract Amount</b>	<b>Contract Number</b>
Bienestar Human Services	\$224,856	\$25,083	\$249,939	02-249 A-3
Catholic Charities	\$42,666	\$21,596	\$64,262	02-250 A-3
Central City Lutheran Mission	\$38,667	\$19,658	\$58,325	02-251 A-3
Desert AIDS Project	\$3,896,990	\$731,522	\$4,628,512	02-252 A-4
Foothill AIDS Project	\$462,427	\$134,761	\$597,188	02-253 A-5
Inland AIDS Project	\$2,453,803	\$577,904	\$3,031,707	02-254 A-6
Riverside County MISP	\$113,333	\$3,577	\$116,910	02-256 A-4
Riverside County Pharmacy	\$33,333	\$95,486	\$128,819	02-257 A-3
Social Action Community Health System	\$366,084	\$164,167	\$530,251	02-722 A-3
<b>Totals</b>		<b>\$1,773,754</b>	<b>\$9,405,913</b>	

**BACKGROUND INFORMATION:** Approval of this item will allocate the remaining funding for 19 of the 27 Title I mandated services as recommended by the Inland Empire HIV Planning Council (IEHPC) for the balance of 2003-04 Program Year (PY), thereby preventing any possible interruption of mandated services to persons living with HIV/AIDS in our community. The agencies listed above provided HIV/AIDS services to more than 5,000 clients in San Bernardino and Riverside counties. Also on today's agenda is an item

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recommending approval of seven contracts to provide the remaining eight Title I mandated services procured through a Request for Proposal (RFP) released on February 11, 2003. Dividing these procurements in such a fashion allows the department to better manage the contracting process and oversee delivery of specific services.

The Department of Public Health (DPH) currently contracts with several community-based organizations to provide primary medical care, case management, dental care, emergency financial assistance, food services, health education/risk reduction, home health care, legal services, counseling, outreach, transportation, and other services to residents of the County living with HIV/AIDS. The Ryan White Comprehensive AIDS Resources (CARE) Act provides funding for these contracts.

The Ryan White CARE Act was enacted in 1990 to provide federal funding for comprehensive health and social services for persons who are living with human immunodeficiency virus (HIV). The Federal Health Resources and Services Administration (HRSA) provides funding of the Ryan White CARE Act to geographic areas disproportionately affected by the acquired immunodeficiency syndrome (AIDS) epidemic. The combined counties of San Bernardino and Riverside have been qualified to receive this funding since 1994. San Bernardino County DPH is responsible for administering the federal grant funds awarded to the two-county Eligible Metropolitan Area (EMA) through guidance provided by IEHPC.

The IEHPC determines priorities for services and allocations of funds to service categories in the EMA each program year (PY), which for the Ryan White CARE Act is March through February. The IEHPC is comprised of 32 members: 30 residents of the Riverside/San Bernardino EMA and 2 State representatives, one from the office of ADS in Sacramento and the other representing the Medicaid Program. Members of the IEHPC are recruited based on the requirements of the Ryan White CARE Act and trained by the Membership Committee of the IEHPC. All members are appointed by the San Bernardino County Board of Supervisors.

On October 26, 1999, the Board of Supervisors (Board) approved and authorized the release of a RFP to procure comprehensive health and social services for persons who are living with human immunodeficiency virus (HIV). The eight agencies (listed above) submitted successful proposals and the Department recommended each be awarded a contract to provide such services. The Board approved the Department's recommendation on April 4, 2000.

On November 6, 2001, the Board approved and authorized release of RFP HSS 01-24 to procure the same health and social services as procured for with the October 26, 1999 RFP. This RFP implemented new service strategies for 19 of the 27 Title I service categories. This required a different RFP format than previously used to procure for Title I services. Many proposals received in response to the revised RFP format did not fully address the new service strategies. The Department found it in the best interest of the County that no proposal be recommended for award.

The Department performed an internal review of the November 6, 2001 RFP process, which indicated that procuring for only a portion of the Title I mandated services would reduce the burden on agencies submitting Title I proposals. On October 29, 2002, the Board approved and authorized release of RFP HSS 02-17 to procure eight of the 27 Title I mandated services.

On February 11, 2003, the Board approved and authorized release of a revised RFP (RFP HSS 03-01) to procure eight of the 27 Title I mandated services (RFP 02-17 was revised to address issues overlooked in the RFP approved by the Board on October 29, 2002). The Department is currently developing an RFP to procure the remaining 19 mandated Title I services not procured for with the February 11, 2003, RFP, and will recommend contract award for those services before March 2004. The experience of the previous Title I procurements and an increased involvement of IEHPC in the early stages of RFP development have helped to refine the procurement process. Future procurements will ensure each service is procured for at least every three years.

Pursuant to Section 2604(e) of the Ryan White CARE Act, the EMA is permitted to expend up to five percent of its annual Ryan White CARE Act funding on administrative activities. Riverside County's administrative budget for the balance of the 2003-04 PY is \$88,677, and is included in the contract with Riverside County for pharmacy services.

Contractor performance will be measured by reviewing the required monthly reports and semi-annual site visits by County staff to monitor contract compliance, fiscal and program elements. Each contractor must maintain a quarterly services delivery rate equal to twenty-five percent of its annual target. All recommended contractors are currently meeting contract performance standards.

This item is being submitted to the Board one week after the amendment start date. The additional time was necessary to obtain Contractors' signatures.

**REVIEW BY OTHERS:** This item has been reviewed by the Office of County Counsel (Charles Larkin, Deputy County Counsel) on June 19, 2003; HSS Contracts (Lori Ciabattini, Administrative Supervisor) on June 16, 2003; and County Administrative Office (Carol Hughes, Administrative Analyst) on June 25, 2003.

**FINANCIAL IMPACT:** This item imposes no local County cost. Expenditures recommended in this item in the total amount of \$1,773,754 are fully reimbursed by the HRSA and have been included in the Department's Fiscal Year 2003-04 proposed budget. Funding is expected to continue at similar levels in subsequent years.

**Cost Reduction Review:** The County Administrative Office has reviewed this agenda item and recommends approval as program expenditures are reimbursed by HRSA. Services provided through these contracts are mandated under the Ryan White CARE Act.

**SUPERVISORIAL DISTRICT(S):** All

**PRESENTER:** James A. Felten, Public Health Programs Administrator (909) 387-9146